

31 South Summit Avenue Gaithersburg, Maryland 20877 Telephone: 301-258-6330

MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION JUNE 19, 2013

Chair John Bauer called the meeting to order at 7:30 p.m. Present at the meeting were Commissioners Matthew Hopkins, Geri Lanier, and Joseph Coratola (Alternate), Planning and Code Administration Director John Schlichting, Planning Director Lauren Pruss, Community Planning Director Trudy Schwarz, and Recording Secretary Myriam Gonzalez. Chair Bauer noted Alternate Commissioner Coratola would be participating this evening, since not all Commissioners were present. Absent: Vice-Chair Lloyd Kaufman and Commissioner Danny Winborne.

I. APPROVAL OF MINUTES

May 15, 2013, Planning Commission Meeting

Deferred

June 5, 2013, Planning Commission Meeting

Commissioner Hopkins moved, seconded by Alternate Commissioner Coratola, to APPROVE the Minutes of the June 5, 2013, Planning Commission Meeting, as submitted. Vote: 3-0-1 (Abstained: Lanier)

June 7, 2013, Planning Commission ULI Tour

Alternate Commissioner Coratola moved, seconded by Commissioner Hopkins, to APPROVE the Minutes of the June 5, 2013, Planning Commission Meeting, as submitted.

<u>Vote</u>: 3-0-1 (Abstained: Lanier)

II. PERMIT

TREE-3246-2013 -- St. Martin of Tours Church
7 George Street
TREE REMOVAL VARIANCE

R-90 Zone

Community Planning Director Schwarz stated the basis for this item to come before the Planning Commission for review. She located the site on an aerial photograph and noted that both the applicant's and the City's arborists have recommended approval of the variance due to the poor condition of the tree as a safety hazard. She indicated that trees were previously planted on both sides of the tree under consideration this evening, so staff considers that replacing the tree is unnecessary.

Commissioner Lanier moved, seconded by Alternate Commissioner Coratola, to grant TREE-3246-2013 - St. Martin of Tours Church,

TREE REMOVAL VARIANCE APPROVAL, finding it in compliance with Zoning Ordinance § 22-12.

<u>Vote</u>: 4-0

III. FROM THE COMMISSION

Alternate Commissioner Coratola

Commented favorably on the Commission's June 7 ULI tour.

V. FROM STAFF

Planning Director Pruss

1. Annual Planning Report

Presented the draft report, furnished to the Commission earlier. Chair Bauer inquired about the status of several projects, citing some that should be included in the report. Alternate Commissioner Coratola noted minor typographical corrections are needed and inquired about vacancy rates. Ms. Pruss noted the document in final form will be ready by July 1. The Commission commended staff for the quality of the document.

2. Listed upcoming dates for a joint public hearing with the City Council (July 1), and the upcoming regular Commission meetings (July 10 and 24, and Aug 7).

VI. <u>ADJOURNMENT</u>

There being no further business to come before this session, the meeting was duly adjourned at 7:45 p.m.

Respectfully submitted,

M. Gonzalez

Recording Secretary